

FY 2021 DC EQUITABLE CAPITAL ACCESS FUND (ECAF)



FUNDING PRIORITY - Economic Growth and Employment

In the DC Economic Strategy, the administration's vision is to become the "global model for inclusive prosperity." The administration is guided by two measurable primary goals:

- (1) Grow a vibrant and resilient economy driven by private sector expansion and
- (2) Reduce unemployment across wards, races and educational attainment levels, bringing rates below 10% in all segments of the District by the end of 2021.

In the DC Economic Strategy, the administration's vision is to become the "global model for inclusive prosperity," and is guided by two measurable goals. One of the two goals is to grow a vibrant and resilient economy driven by private sector expansion.

Equitable Capital Access Fund facilitates the success and expansion of businesses, particularly those majority-owned by persons who have experienced historic discrimination in accessing capital, and/or those located in Ward 5, Ward 7, or Ward 8, through administering a bond stop loss program, and providing educational programs which increase financial preparedness, fiscal health, and access to credit issuances for small businesses and the relocation of such a business to Ward 7 or Ward 8 if such a business does not already operate in Ward 7 or Ward 8.

Notice of Funding Availability: **February 26, 2021**

Request for Applications: **March 12, 2021 – March 29, 2021 (extended to April 12, 2021, 4:00 PM/ET)**

For more information: <https://dmped.dc.gov/publication/nofa-fy2021-equitable-capital-access-fund-grant-program>



Program Funding

DMPED will award one grant of up to \$500,000.00 to support the Program. There should be no expectation that funds will be available from the District in the future to replenish the Program or provide supplementary funding.

DMPED seeks to facilitate access to capital for the previously excluded.

Eligible Activities

Grant funds can be used to support the activities outlined below:

- Provide bond underwriting and risk assessment for targeted small businesses majority-owned by District residents and District entrepreneurs, particularly those located in Ward 5, Ward 7, or Ward 8. District funds will not be used to fund the bond stop loss guarantee.
- Solicit potential investors to invest in the targeted small businesses through a bond issuance.
- Relocation expenses, office buildout, and any associated costs to relocate to Ward 7 or Ward 8.
- Provide technical assistance to targeted small businesses majority-owned by District residents and District entrepreneurs predominantly located in Ward 5, Ward 7, or Ward 8 on topics such as business planning, workforce development, communications, supply chain management, and other needs as identified by participants.

Eligible Applicants

Eligible applicants include 501(c)(3) non-profit corporations, joint ventures, partnerships, cooperatives, and limited liability types of companies or corporations.

Commitment and Experience in Investing in Small Businesses in Communities that Have Experienced Historic Disinvestment

Applicants should have a significant history of investing in small businesses located in, and majority-owned by members of, communities that have experienced historic disinvestment, preferably in the District of Columbia. Applicants should be able to show commitment and experience in community engagement and racial equity-informed decision-making for other funds they have administered. Applicant should also be in or willing to relocate to Ward 7 or Ward 8.

Applicants should also be able to demonstrate an understanding of other District grants and resources for small businesses, including the DMPED Great Streets Program and Neighborhood Prosperity Fund, as well as DHCD, DSLBD, DDS, and DISB programs.

Program Management Experience

Applicants should be able to demonstrate a strong record of success in previous underwriting and bond issuance activities, evidenced by a high rate of bond repayment and a low rate of defaults.



Eligible Applicants (con't.)

Capital Development

Applicants should demonstrate their capacity to raise resources from financial and other private and public entities. Applicants should be able to demonstrate that they can fund a bond stop loss program. This can be demonstrated through the documented commitments of investors or existing funds on hand to fund a stop loss program.

Organizational Capacity

Applicants must be ready to proceed as soon as practicable with implementation of the Program, with the first bond issuances reaching the targeted businesses within six months of grant award. Applicants should demonstrate that they have the staff and resources available to plan, market, develop, and administer the Program. Applicants should demonstrate overall administrative capacity, including financial stability, management capacity, staff qualifications, and ability to track and report results, and demonstrate a substantial record of providing technical assistance and liquidity to small businesses.

Governance

Applicants should demonstrate that their management teams, boards, or other governing bodies have the skills and experience related to bond underwriting and bond stop loss programs and small business development and possesses the program management, legal, business administration, and management skills required to oversee the Program.



Application Overview

DMPED is requesting applications with the following sections in PDF format to respond to the ECAF RFA. Applications will be evaluated based on the following criteria outlined below. Failure to demonstrate how the proposed Project meets these criteria may reduce the application's score.

- Applications should be prepared on 8 ½ by 11-inch page format, using 11 – or -12-point Arial, Calibri, or Times New Roman type and submitted electronically to DMPED through GiftsOnline.
- The application includes the requested information below:
 - Cover page with the Contact Information for the Program applicant
 - Name of Organization
 - Key Contact
 - Mailing Address
 - Telephone
 - Email

Application Overview

- Narrative response for the Program, including:
 - Applicant Introduction
 - Expertise in Administering a Bond Issuance and Bond Stop Loss Program for Small Businesses
 - Commitment and Experience in Investing in Small Businesses in Communities that Have Experienced Historic Disinvestment
 - Program Management Experience
 - Capital Development
 - Organizational Capacity and Governance
 - Financial Viability
- List of all prime contractors and subcontractors that their organization does business with related to the service in this RFA

Scoring Criteria

As per the RFA, applicants will be evaluated in these areas, which shall be weighted as follows:

Area	Percentage Weight
Expertise in Administering a Bond Issuance and Bond Stop Loss Program for Small Businesses	35%
Commitment and Experience in Investing in Small Businesses in Communities that Have Experienced Historic Disinvestment	15%
Program Management Experience	15%
Capital Development	15%
Organizational Capacity and Governance	10%
Financial Viability	10%

Application Overview

Each grant application must include each of the following required attachments where applicable, completed by the applicant, and that any grant application submitted without pertinent attachments will not be considered for the award:

- **Attachment A** – Organizational documents (for example, Articles of Incorporation and Bylaws, as applicable)
- **Attachment B** – Organizational chart
- **Attachment C** – Board resumes, if applicable
- **Attachment D** – Staff resumes
- **Attachment E** – Tax-exempt status determination letter, as applicable
- **Attachment F** – Certification by the District Department of Consumer and Regulatory Affairs (DCRA) to do business in the District of Columbia
- **Attachment G** – Certificate of Clean Hands from the District Office of Tax and Revenue (current within the last six months)
- **Attachment H** – Evidence of Good Standing from DCRA (current within the last six (6) months)
- **Attachment I** – Audited Financial statements and reports for the last three (3) years
- **Attachment J** – Copy of Basic Business License
- **Attachment K** – Conflict of Interest Policy and Statements
- **Attachment L** - Statement of Certification

Application Overview

The following completed forms (A through E can be provided after the application as described in Section X)

- **Appendix A** – Proof of Insurance
- **Appendix B** – ACH Enrollment Form
- **Appendix C** – EEO Policy Commitment Package
- **Appendix D** – Grant Agreement
- **Appendix E** – Ethics and Accountability Statement

Application Review

1. Initial Screening

Prior to the formal review process, each application will receive an initial administrative screening to ensure that all required forms, signatures, and documents are present. An application will not be evaluated by the review panel if:

- The application is received after the closing date.
- The application package is not complete
- The project synopsis/description fails to address the program priorities; and,
- The application does not fall within the scope the RFA.

2. Independent Review Panel

Approved applications will be reviewed by an independent review panel that will submit scoring, ranking and comments.

3. Final Review

Based on the review panel recommendations, the Mayor's budget priorities, the resources available, the goal of achieving a balance as to communities served, and the goals of the program, DMPED will make the final funding decision. **The final funding decision cannot be contested or appealed.**

Anticipated Announcement and Award Notification

Anticipated time for processing applications is 30 to 45 days after the date of application close.

DMPED will send a response letter to applicants, informing them of their status in the review process and successful applicants will be asked to provide supplemental documentation.

QUESTIONS ABOUT THE GRANT SHOULD BE DIRECTED TO

GRANTS TEAM

DMPED.GRANTS@DC.GOV

